

SYLLABUS

Name: Project management (ZIPAOZ>SM1PM190)

Name in Polish:

Name in English: Project management

Information on course:

Course offered by department: Faculty of Organization and Management

Course for department: Silesian University of Technology

Default type of course examination report:

ZAL

Language:

English

Course homepage:

<https://platforma2.polsl.pl/roz/course/view.php?id=211>

Short description:

During this course students will learn what a project is, what are the current project management standards, and will prepare your own business documentation with a project plan.

Description:

The program content is related to the concepts, methods and instruments of project management. The program covers entire project life cycle, with a strong emphasis on the project planning phase. The students understand the benefits of project planning skills, know the role of stakeholders in this process and understand the project impact on the environment.

Prerequisites and additional requirements, taking into account the course sequence: Fundamentals of knowledge in the field of fundamentals of management and business management

Bibliography:

Basic literature:

1. Ohayia Ph.D. PMP: Getting Started with Project Management. Iuniverse, 2016.
2. Gupta Rajeev M.: Project Management. Eurospan, 2014.
3. Heerkens Gary R.: Project Management. Mcgraw-Hill Professional, 2013.
4. John Carroll: Effective Project Management in Easy Steps. In Easy Steps, 2012.

Supplementary literature:

1. Ken Lawson: Successful Project Management. New Holland Publishers, 2009.
2. Roberts Paul: Economist Guide to Project Management. Profile Books Ltd, 2012.

Learning outcomes:

ROZ_ZiIP_2A_W03 Knowledge: a student knows and understands tools and methods for project planning and the way the project is managed inter alia, the project team, stakeholders (lecture, final test)

ROZ_ZiIP_2A_W15 Knowledge: a student knows and understands knows the project life cycle and distinguishes project management standards, is able to select the appropriate ones for proper project planning (lecture, final test)

ROZ_ZiIP_2A_U01 Skills: a student can use theoretical knowledge to prepare project documentation and analyse the causes and the course of planning project stages (project, paperwork)

ROZ_ZiIP_2A_U05 Skills: a student can independently prepare project documentation using the known methods and techniques to support the design work (project, paperwork)

ROZ_ZiIP_2A_K05 Social competences: a student is prepared to work in a timely manner in order to achieve the assumed project goals (project, paperwork)

Assessment methods and assessment criteria:

Form and criteria for semester completion, including retake tests, as well as conditions for admission to the examination:

- Final assessment is based on a positive evaluation of: final test from lecture, and paper work from project classes, it is the arithmetic average of the grades obtained
- Lecture assessment is based on final test consisting of twenty questions concerning the scope of the lecture, the questions included in the test are single choice
- Project assessment is issued on the basis of four components: paper work, involvement, teamwork, presence mark and is the arithmetic average of the grades obtained. Obtaining a positive grade for a paper work is from 18 points (60%) to 30 points, that can be obtained
- There is no possibility to improve the positive assessment, negative points are awarded for each submission of work after the deadline. By not taking the final test or test without giving a documented reason, the student loses the term.

Course organisation and rules of participation in the course, with an indication whether a student's attendance is obligatory

- attendance at project is obligatory. In the case of classes conducted using the Zoom platform, presence is checked with the cameras turned on
- final test is carried out on the remote education platform and with the cameras on the Zoom platform turned on
- during the project classes, the progress of work is checked by randomly one work section selecting, that presents individual progress. On this basis, the remaining sections improve their work in line with the comments
- recording of classes or screenshot is not allowed, students are required to create their own notes from the all classes

Description of other teaching modes:

1. Individual student work

The final grade of the subject is the value of the arithmetic mean of the grades achieved – lecture, project.

Practical placement:

missing practical placement in English

Equivalent courses in various terms:

missing equivalent courses

Element of course groups in various terms:

Course group description	First term	Last term
<i>missing group description in English</i> (ZIPAOZ>SM1-19-O)	2020/2021-Z	
<i>missing group description in English</i> (ZIPAOZ>SM1-23-O)	2023/2024-Z	

Course credits in various terms:

<without a specific program>			
Type of credits	Number	First term	Last term
European Credit Transfer System (ECTS)	3	2020/2021-Z	
Management and Production Engineering, full-time master degree studies 3 sem. (ZIPAOZ-SM3)			
Type of credits	Number	First term	Last term
European Credit Transfer System (ECTS)	2	2023/2024-Z	

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